



THE ASSAM GAZETTE

অসাধাৰণ

EXTRAORDINARY

প্ৰাপ্ত কৰ্তৃত্ব দ্বাৰা প্ৰকাশিত

PUBLISHED BY THE AUTHORITY

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No. 2 Dispur, Wednesday, 1st January, 2025, 11th Pausa, 1946 (S. E.)

GOVERNMENT OF ASSAM

ORDERS BY THE GOVERNOR

REVENUE & DISASTER MANAGEMENT DEPARTMENT

OFFICE MEMORANDUM

The 31st December, 2024

ECF No. 597561/I/878372/2024.-

Sub : Checking 'transactional history' while conducting revenue proceedings before passing orders by the competent revenue authority and procedure thereof.

While various on-line processes and applications of Revenue & DM Department including the portal of Dharitree and Mission Basundhara have brought out positive changes, there is a need for taking more proactive measures keeping the 'transparency' at the centre of such action.

The entire process, viz 'Transactional History' comprising of all primary process and data, map changes is required to be visible to everyone with 'view-only' provision. This is essential as there is a system vulnerability at the cutting-edge level while it is being used by the revenue functionaries and this would give a new level of transparency to ward off any manipulation by the probable involvement of the stakeholders within and outside the system.

This introduction of 'transactional history' allowing universal access to all the backend process will make the system more robust and transparent.

After considerations of all above aspects, the following procedures are laid down to be followed while conducting revenue proceedings and passing orders by the Circle Officers, Addl. District Commissioners, Co-District Commissioners and District Commissioners etc.

1. On receipt of petition through online portal for any revenue service, the Land Record Assistant (LRA) shall verify whether the records of the particular patta or dag, as applied for, are updated in the online records by checking the Chitha, Jamabandi and map details. He/she should ensure that the entries in the Chitha tally with the records of Jamabandi as well as with the Map.

2. If the records do not appear updated or tallying with each other, the LRA shall report to Circle officer for taking steps for up-dation of records by verification of manual records etc., if required, available in the Circle Office or RKG branch of District Commissioner's office.
3. In case, if records are not available in COs' Office, the CO shall request to the RKG branch (DC office) through online or offline (in unavoidable circumstances) expeditiously, and as and when such request is made by the CO, the concerned SRO / RKG shall carry out the record verification and forward it to the concerned CO within a period of 15 (fifteen days). The time required for carrying out such verification will be incorporated in Sewa Setu.
4. Without updating records, revenue proceedings shall not proceed further. The Revenue Officials shall verify of all 'transactional history' of the particular dag, patta while drawing up proceedings by viewing Chitha, Jamabandi and corresponding Maps. This 'transactional history' should be verified tallying with both online Chitha and Jamabandi records and past manual records if required.

Steps and procedure to be followed by LRA/LRS:

1. LRA/LRS shall visit the plot of land as applied for, and conduct local enquiry, take geo-tagged photographs, alongside the petitioner over the plot of land and update/fill up details in the designated the portal.
2. In the report of the LRA following should reflect:
 - i) Status of the land records, ii) Whether record of Chitha tallies with Jamabandi records as well as with the maps, iii) Whether transactional history of the dag, patta found in order, iv) Present possession of the petitioner(s) over the land in question including specific area in possession, v) Dispute/litigation over the plot of land, if any, vi) Comment of the people around the land schedule, vii) Other relevant information etc.
3. All stakeholders involved, wherever applicable, should be given reasonable opportunity of being heard. Notices, following due procedure to be served to all concerned and hearing etc. be conducted, wherever the revenue authority deems it fit before passing any order.
4. In respect of petition for mutation by right of inheritance, the LRA/LRS should invariably verify the land as applied for, was not transferred by the pattadar in his lifetime.
5. In case of submission of old registered sale deeds wherever felt necessary, verification of the deed by concerned SRO is necessary, wherever felt required before such proceeding.
6. No competent Revenue Authority shall pass any orders without verifying the 'Transactional History' of the revenue records as available online.

The guidelines and instructions as mentioned above would come into force with immediate effect.

GYANENDRA DEV TRIPATHI,
Principal Secretary to the Government of Assam,
Revenue & Disaster Management Department.